



Patrick W. Henning, Director  
September 22, 2009  
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Arnold Schwarzenegger  
Governor

Mr. Sal Vaca, Director  
City of Richmond Employment and Training Program  
330 25<sup>th</sup> Street  
Richmond, CA 94804

Dear Mr. Vaca:

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
SUMMER YOUTH PROGRAM  
FINAL MONITORING REPORT  
PROGRAM YEAR 2009

This is to inform you of the results of our review for Program Year (PY) 2009 monitoring review of the City of Richmond Employment and Training Program's (CRETP) ARRA Summer Youth Program (SYP). This review was conducted by Mr. Dave Ajirogi from August 17, 2009 through August 20, 2009. Our review consisted of interviews with your staff and a review of the following items: expenditures charged to the ARRA SYP, oversight of your subrecipients, and procurement transactions. In addition, we interviewed service provider staff, SYP participants, and worksite supervisors, and focused on the following areas of your ARRA SYP: eligibility determination, program operations, participant worksites, participant payroll processing, and oversight.

Our review was conducted under the authority of Section 667.410(b)(1), (2) & (3) of Title 20 of the Code of Federal Regulations (20 CFR). The purpose of this review was to determine the level of compliance by CRETP with applicable federal and state laws, regulations, policies, and directives related to the ARRA grant.

We collected the information for this report through interviews with representatives of CRETP, service provider staff, ARRA SYP worksite supervisors, and ARRA SYP participants. In addition, this report includes the results of our review of sampled case files, CRETP's response to Section I and II of the ARRA SYP Onsite Monitoring Guide, and a review of applicable policies and procedures for PY 2009.

**BACKGROUND**

The CRETP allocated \$370,000 of its \$741,907 ARRA Youth allocation to serve 150 SYP participants. As of the week of September 10, 2009 CRETP expended \$195,000 to serve 150 SYP participants.

**ARRA SYP REVIEW RESULTS**

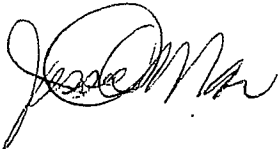
We conclude that, overall, CRETP is meeting applicable ARRA requirements concerning its program operations and financial management.

This report contains no findings or concerns; therefore, we are issuing this report as the final report.

Because the methodology for our monitoring review included sample testing, this report is not a comprehensive assessment of all the areas included in our review. It is CRETP's responsibility to ensure that its systems, programs, and related activities comply with the ARRA grant program, Federal and State regulations, and applicable State directives. Therefore, any deficiencies identified in subsequent reviews, such as an audit, would remain CRETP's responsibility.

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions regarding this report or the review that was conducted, please contact Ms. Mechelle Hayes at (916) 654-1292.

Sincerely,



JESSIE MAR, Chief  
Compliance Monitoring Section  
Compliance Review Office

cc: Jose Luis Marquez, MIC 50  
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